

## ROXBURY SELECTBOARD MEETING

MINUTES OF JUNE 19, 2017

7:00PM – 9:30PM

MEMBERS: Chair Jeremy Reed, Vice-Chair Steve Twombly and Road Commissioner Dave McShane

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Carl Ellis, Jane Pincus and Washington County State's Attorney Scott Williams

1. The meeting was called to order at 7:00PM.
2. No Additions/Deletions to Agenda.
3. Washington County State's Attorney, Scott Williams, spoke to the Board about the community's concerns about an individual in town's behavior regarding the upcoming Montpelier/Roxbury School Merger vote. Mr. Williams also spoke about his role as State's Attorney. He has no authority over any law enforcement agency but has a good working relationship with them. Other topics discussed were the diversion program, treatment court, opiates and drug addicts.
4. Dave moved to approve the minutes of June 5, 2017 as amended, Steve seconded. The motion passed with a vote of 3 to 0.
5. Public - None
6. Library Trustees, Carl Ellis and Jane Pincus spoke to the Board about the maintenance of the Library building which is under the control of the Selectboard. The Trustees would like to complete the ramp project - phase 3 needs to be approved. The ramp needs to be repaired so the building is handicap accessible. Steve explained the specs of Langley's quote needs to be clearer and the project needs to be done correctly. Steve explained what needed to be done regarding footings and excavation. Also mentioned was a warranty on the work done. Carl asked the Board to take over the project and deal with Langley directly. Steve explained he had spoken to the Library Director, Ryan Zajac, about the Board's concerns. There seems to be some confusion on what the Board's concerns are. Steve will contact Langley and work directly with him regarding phase 3 of the ramp. Phase 3 cost \$2,600.00. Carl requested that the Board pay for the repairs. Carl suggested if the Town did not have the funds for the repairs, the Library Trustees could loan the Town the money. The Board hinted that if the Library Trustees have excess funds, they could pay for the repairs. The Town would not borrow from the Library Trustees. The Board also explained that the Town owned the building, that includes the inside. If any construction projects are being planned for the inside, the Trustees must come to the Selectboard prior to approving any projects. Also discussed was the upcoming budget cycle. The Board requested the Board come to the meeting on July 24th.
7. Road Commissioner's Report
  - a) The Board received two bids for sand and gravel. RE Tucker bid on gravel only. The bids are:
    - Tabor Earth Extractors
      - Winter Sand, at the garage \$12.50 per yard
      - Trucking \$80.00 per hour
    - Crushed Gravel at the garage \$16.00 per yard
    - Trucking \$80.00 per hour
    - At the pit \$14.00 per yard

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Bank Run Gravel at the garage \$12.00 per yard  
Trucking \$80.00 per hour  
At the pit \$10.00 per yard

### RE Tucker

Crushed Gravel at the garage \$20.55 per yard  
Trucking \$80.00 per hour  
At the pit \$11.55 per yard

Bank Run Gravel at the garage \$20.20 per yard  
Trucking \$80.00 per hour  
At the pit \$11.20 per yard

Dave moved to accept the Tabor Earth Extractors bid for sand and gravel. The motion was seconded and passed with a vote of 3 to 0.

- b) Equipment is in good shape.
- c) Loren has been working with Central Vermont Regional Planning Commission on the inventory of roads. They should have three more days of work to finish project. The inventory is through a grant the town received. Chloride has been ordered. Grading is being done.
- d) Highway Grants
  - 1) The Town did not get the Better Roads Grant for Cram Hill Road
  - 2) The Town did not get the Highway Structures Grant for Warren Mountain Road.
  - 3) Dave moved to have Selectboard Chair sign the Memorandum of Understanding with Central Vermont Regional Planning Commission and the Town of Roxbury. The motion was seconded and passed with a vote of 3 to 0. The grant is for the inventory of roads that was previously mentioned. Loren will keep track of his mileage and time while working with CVRPC. Jeremy signed the Memorandum of Understanding.
  - 4) The Town did receive the Better Roads Grant for Carrie Howe/Warren Mountain Roads stone ditch lining. Dave moved to have the Chair of the Board sign the grant with Better Back Roads and the State of Vermont. The motion was seconded and passed with a vote of 3 to 0. Jeremy signed the grant.
- e) Repeater Update - Dave moved to send the railroad a letter withdrawing the application and requesting return of application fee since no action has been taken in over a year. The motion was seconded and passed with a vote of 3 to 0.

## 4. Financial Report

- a) The Board reviewed the orders. Dave moved to approve the orders. The motion was seconded and passed with a vote of 3 to 0.
- b) The Board reviewed the budget.
- c) The final school check is \$71,719.33.

## 5. Unfinished Business

- a) Sue Nevins requested the Board fix the step to the Historical Society. Dave will have the road crew make a new step.
- b) The Cemetery Commissioner's sent a photo of the new East Roxbury Cemetery sign that was made by John Duncan. The sign looks great. The Cemetery Commissioner's are doing a great job. (see attached photo)

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### 6. New Business

- a) Tammy gave the Board a draft copy of the Selectboard Meeting Schedule. Steve moved to approve the 2017/2018 calendar schedule. The motion was seconded and passed with a vote of 3 to 0.
- b) Tammy gave the Board a folder of all the policies that were approved by Town Officials. The Board thanked Tammy for the folder. The Board discussed the Policies and Procedures Policy, the Fundraising Policy and the Town Tax ID Policy. No action taken.
- c) Ryan Zajac sent an email to the Board regarding the postage for the mailings of the Community Newsletter. Community members are not receiving the newsletter. (see attached letter) In the past, the mailing has been standard presort postage rate. The Board could authorize an endorsement line to the return non-deliverable addresses. The Board would like more information before approving Ryan's request. The Board would like to know how many mailings they do, how much per letter and would also like the newsletter's return address be changed so it doesn't have the Roxbury Free Library on it. This is a community newsletter, not the Library. Tammy will get in touch with Ryan.

### 7. Other Business

- a) The Board discussed the website. Tammy will look at other town's websites.
- b) Dave received a complaint that Pike Industries has been parking at the Fire Station. Jeremy will look into it.

### 8. Executive Session – Steve moved to go into executive session with an invitation to Tammy Legacy to discuss personnel. The motion was seconded and passed with a vote of 3 to 0. The Board entered executive session at 9:14PM and exited at 9:30PM.

By consensus, the Board formerly approved the previously budgeted pay increases.

With no further business to discuss, the meeting adjourned at 9:30PM.

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Tammy Legacy, Selectboard Assistant  
Approved on July 24, 2017